

## CHAPTER 24 CERTIFICATE REPAIRMAN/ADDED PRIVILEGES

### Section 1 Background

#### 1. PTRS ACTIVITY CODES

A. *Maintenance*: 3510

B. *Avionics*: 5510

**3. OBJECTIVE.** This chapter provides guidance and describes procedures for certificating applications for repairman certificates and added privileges.

#### 5. GENERAL

A. Applicants for repairman certification are employed by repair stations or air carriers. Issuance of a repairman certificate is based on practical experience of at least 18 months or formal training appropriate for the position and to the satisfaction of the Administrator. Applicants must be at least 18 years of age and read, write, speak, and understand English.

(1) According to FAR § 145.41(b), an applicant must be at or above the level of shop foreman or department head, or must be able to supervise the work performed by employees of the repair station.

(2) An applicant employed by an air carrier or repair station may be assigned to a position requiring at least one of the following:

- Responsibility for the work of a shop or department that performs maintenance
- Authorization to sign the airworthiness release or log entry according to the air carrier's manual
- Performance of inspections required by the air carrier's manual

(3) A repairman employed by an air carrier or repair station which also holds a repair station certificate may apply for one certificate if the duties are the time in both operations. AVN-460 will issue one certificate with the same privileges listing each operation in the limitations section. If a repairman is employed at either the operator or the repair station and subsequently wishes to be added to the other, certification will be handled as an added privilege.

(4) A repairman employed and certificated by more than one repair station or by more than one operator, where the employers are distinctly different business entities, will need a separate airman certificate for each repair station or operator.

(5) A repairman employed by a repair station using stations at different locations may serve in any station in that system in accordance with FAR § 145.51.

B. For each certificate/rating requested, an applicant should submit the following:

- One copy of FAA Form 8610-2, Airman Certificate and/or Rating Application, with items I through IV completed. Applicants should check the box for Repairman Certificate and indicate the privileges sought.
- A letter of recommendation from the applicant's employer clearly stating that the applicant meets the requirements of FAR § 65.101, 145.39, 145.41, and 145.43. The letter should describe the specialized jobs the applicant will perform or supervise as a repairman.

C. Ratings for an applicant employed by an air carrier or repair station should coincide with ratings issued at the repair station limited to the specific job for which the person is employed to perform or supervise.

(1) In no instance should a repairman certificate be issued with an airframe and/or powerplant rating to circumvent the process of obtaining a mechanic certificate. If a repairman certificate has been issued with airframe and/or powerplant ratings, request that the airman surrender the certificate. Issue a repairman certificate with the appropriate privileges and limitations.

(2) Repairman certificates should be reserved for applicants having special skills, such as:

- Argon-heliarc welding
- Cylinder plating
- Nondestructive testing
- Propeller overhaul
- Electrical system analysis and repair. This type of certificate should be reserved for specific systems only, such as flight guidance databus and power distribution.
- Radio and/or instrument repair. For these repairman certificates, the applicable privileges may be entered as “radio and instrument” or “radio” or “instrument.”

## Section 2 Procedures

### 1. PREREQUISITES AND COORDINATION REQUIREMENT

#### A. Prerequisites

- Knowledge of the regulatory requirements of FAR Parts 43, 65 and 145

B. *Coordination.* This task may require coordination between Maintenance and Avionics Aviation Safety Inspectors (ASIs).

### 3. REFERENCES, FORMS, AND JOB AIDS

#### A. References

- Advisory Circular 65-24, Certification of a Repairman (General), as amended

#### B. Forms

- FAA Form 8610-2, Airman Certificate and/or Rating Application

- FAA Form 8060-4, Temporary Airman Certificate.

C. *Job Aids.* None.

### 5. PROCEDURES

A. *Verify Eligibility.* Ensure that the applicant is at least 18 years of age and reads, writes, speaks, and understands English.

#### B. Review the Application and Letter of Recommendation

(1) *Application.* Ensure that the applicant checks the box for Repairman Certificate and indicates the privilege(s) sought on the front of FAA Form 8610-2, Airman Certificate and/or Rating Application. Determine if the applicant meets the requirements of FAR Part 65.

**NOTE: AVN-460 no longer requires that the “Applicant Certification,” A or B, on the reverse side of Form 8610-2, be filled out for a Repairman Certificate.**

(2) Verify the Letter of Recommendation contains the following elements:

- A certification that the applicant meets the requirements of the privileges(s)/limitation(s) sought
- A statement recommending the applicant for the privileges(s)/limitation(s) sought

## 7. TASK OUTCOMES

### A. *File PTRS Transmittal Form*

B. *Issue Certificate.* When it has been determined whether the applicant meets all the requirements for certification, sign the applicant as approved and complete FAA Form 8060-4, Temporary Airman Certificate, in duplicate.

(1) Check the Airman Information portion of the National Vitals Information Subsystems to determine whether the applicant already possesses a certificate. An applicant seeking added privileges to a specific certificate must surrender the applicable Airman Certificate, FAA Form 8610-2, held at the time of application approval.

(2) Give the application a copy of FAA Form 8060-4. Both the applicant and the ASI must sign this form.

(3) Complete the ASI's report portion on the reverse side of FAA Form 8610-2.

(4) Send the original FAA Form 8610-2, the Letter of Recommendation, Airman Certificate (for an added privilege, as applicable) and the original FAA Form 8060-4 to the Airmen Certification Branch, AVN-460.

C. *Deny Certificate.* If the application is disapproved, return it to the applicant with a letter explaining the denial.

## 9. FUTURE ACTIVITIES

A. Review repair station and air carrier records to determine if the scope of the applicant's employment is consistent with the job described in the Letter of Recommendation.

B. Send Airman Certificates surrendered in accordance with FAR § 65.15(c) to the Airmen Certification Branch, AVN-460, with a brief statement relating to the circumstances.

**FIGURE 24-1, TEMPORARY AIRMAN CERTIFICATE**

To issue FAA Form 8060-4, Temporary Airman Certificate, for an application to work at a repair station, fill out the form as indicated below:

- A. In Item III, type the social security number, or if an exclusive number is requested, type the word "Pending."
- B. In Item IX, type the word "Repairman."
- C. In Item XII, type the following: Certificate privileges of FAR § 65.103 valid for (applicable privileges) while employed by (name of repair station, city, state)
- D. In Item XIII, type the repair station certificate number.

**FIGURE 24-2, TEMPORARY AIRMAN CERTIFICATE  
FOR AN AIR CARRIER OR A REPAIR STATION**

To issue FAA Form 8060-4, Temporary Airman Certificate, for an applicant to work for an air carrier or a repair station, fill out the form as indicated below:

A. In Item III, type the social security number. If an exclusive number is requested, type the word "Pending," and AVN-460 will assign a number.

B. In Item IX, type the word "Repairman."

C. In Item XII, type the following: Certificate privileges of FAR § 65.103 valid for (applicable privileges) while employed by (air carrier and/or repair station name, city, and state).

